

25X1

Assistant Director for Operations

31 May 1955

Chief, ☐ FOIAB3B1

☐ Support on Four-Power Conference.
FOIAB3B1

1. ☐ FOIAB3B1 considers that full abstracting and coding of all monitored material bearing on the Four-Power Conference, and issues likely to be discussed at the Conference as set forth in the Summit requirements outline, would necessitate a large augmentation to the proposed OCI Committee. It is not possible to determine just how large this augmentation should be at this time. It is impossible for ☐ to perform the abstracting and coding functions on all material, even through the use of extensive over-time on the part of ☐ editors. Curtailing existing issuances or eliminating them would not be a solution in view of the "services of common concern" nature of ☐ services.

FOIAB3B1

FOIAB3B1

2. It is suggested that abstracting and coding of monitored material be limited to "elite" material defined as follows:

ILLEGIB

Communist

Statements of Politburo members
Party organ editorials
Official government notes and statements

Non-Communist

Selected (consistent sample) press reviews
Official government notes and statements
of government officials.

3. If this limitation to the abstracting and coding is accepted, it is believed that the OCI Committee may be able to cope with it.

FOIAB3B1 ☐ 4. If OCI maintains that additional assistance is required ☐ could furnish one highly qualified editor and it is understood that OO/C could provide a qualified analyst to work with the Committee.

FOIAB3B1 ☐ 5. If neither of these suggestions is acceptable to OCI, ☐ could on an exclusively over-time basis abstract and code "elite" material as defined above and arrange for the abstraction to be typed on IBM cards.

25X1A9A ☐ FOIAB3B1
6. In any case, ☐ of ☐ will be designated to represent the Division as a member of the Committee or in a liaison function.

25X1A9A